



STATE OF INDIANA

Request for Information 10-93

INDIANA DEPARTMENT OF ADMINISTRATION

On Behalf Of

INDIANA FAMILY AND SOCIAL SERVICES ADMINISTRATION

Solicitation For:

Medicaid Management Information System (MMIS) Independent Verification and Validation (IV&V) Services

Response Due Date: June 21, 2010

Stephanie Taylor
IDOA Senior Account Manager for FSSA & DCS
Indiana Government Center South
402 W. Washington St., Room W461
Indianapolis, IN 46204

REQUEST FOR INFORMATION 10-93

This is a Request for Information (RFI) issued by the Indiana Department of Administration (IDOA) in conjunction with the Family and Social Services Administration (FSSA). This RFI requests responses from vendors capable of delivering Medicaid Management Information System (MMIS) Independent Verification and Validation (IV&V) services.

There will not be a contract resulting directly from this RFI; however, respondents to this RFI will be placed on the list of potential respondents and will receive an announcement of any Request for Service (RFS) that may arise from this RFI. Selected respondents to this RFI may be invited, based on strength of qualifications, to further discuss MMIS IV&V-related subjects with FSSA. The RFS process will be open to all respondents regardless of their decision to participate in this RFI.

BACKGROUND

This RFI, a step in the procurement process, has two key objectives: 1) Provide prospective respondents with general information regarding the statewide project and its targeted schedule and 2) Solicit respondent information that will help FSSA in the development of the resulting RFS.

This RFI is issued in expectation of a need to obtain IV&V vendor support and technical assistance in the installation and certification of a planned MMIS project. FSSA is currently developing a solicitation(s) for MMIS Design, Development, and Implementation (DDI), and expects to award a contract in early 2011. FSSA expects to issue a solicitation for MMIS IV&V services with award in late 2010 or early 2011.

The IV&V vendor will ensure that the DDI vendor applies best practices in project management and delivers work products that meet FSSA requirements. While the DDI vendor will be primarily responsible for delivering quality work products, the IV&V vendor will monitor project activities, perform independent reviews, and support the project to completion. This may include assessing project methodologies, requirements tracking, deliverable and milestone review and oversight, requirements validation, test evaluation, quality assurance, independent risk assessment, and system certification and closeout support.

SPECIFIC NEEDS

FSSA seeks creative, high-level responses to the RFI components. FSSA is especially interested in receiving the following information from each respondent's RFI submission:

- Respondent's qualifications and related experience necessary to provide MMIS IV&V services, including comparable project references
- Respondent's approach to evaluating MMIS DDI project management activities
- Respondent's approach to collaboration and cooperation with DDI and other project vendors

- Respondent's approach to DDI vendor deliverables oversight
- Respondent's approach to requirements validation
- Respondent's approach to testing and quality assurance
- Respondent's approach to implementation support
- Respondent's approach to system certification
- Respondent's approach to project closeout

RESPONSES

Interested firms should submit **One (1) original printed copy and five (5) complete electronic copies on CD-ROM** to:

**Ms. Stephanie Taylor
Indiana Department of Administration
Procurement Division
402 West Washington Street, Room W468
Indianapolis, IN 46204**

Respondents are encouraged to keep their submissions as brief as possible, while addressing the specific areas outlined above. Responses must be received no later than **3:00 p.m. Eastern Time on Monday, June 21, 2010**. The outside of the package should be clearly marked:

“RESPONSE TO REQUEST FOR INFORMATION 10-93”

Any questions regarding this RFI must be submitted to the above address. Questions may also be submitted by fax at (317) 232-7312 or by e-mail to rfp@idoa.in.gov no later than **3:00 p.m. Eastern Time on Monday, June 14, 2010**. Responses to all questions will be promptly prepared through a cooperative effort of IDOA and FSSA. A copy of each question and answer will be posted to the State of Indiana website <http://www.in.gov/idoa/2788.htm>

Inquiries are not to be directed to any staff member of FSSA.

Responses will be considered public information once a Request for Service (RFS) is complete. If an RFS is not undertaken, the responses are considered public once the decision is made.

Please note that Ms. Stephanie Taylor is the State's single point of contact for this RFI.

Please note that the usual and customary procedures for selecting a vendor (issuance of an RFS) may follow this RFI. The process will be open to all providers irrespective of their participation or non-involvement in this information-gathering process.